



APPLICATION FOR EMPLOYMENT

Party City Retail Group is a drug free, smoke free, "work safe" environment. We are an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, disability which can be reasonably accommodated without undue hardship, marital or veteran status, or any other classification protected by law.

PERSONAL INFORMATION

Date _____

Full Name

Present Address

City

State

Zip Code

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Phone Numbers:

Home: ()	Cell: ()	Email:
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Do you require Working Papers? (Working Papers may be required if you are under 18): Yes No

EMPLOYMENT DESIRED

Position

Salary Desired

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Are you employed? Yes No If yes, may we inquire of your present employer? Yes No

Have you ever been employed by Party City, Party America, Factory Card Outlet, Paper Factory, Gags & Games, Halloween USA, or Halloween City? Yes No

If yes, Where? _____ When? _____

What type of employment are you seeking?

Full Time

Part Time

Temporary/Seasonal

Are you willing to work (check all that apply)?

Days

Nights

Weekends

Holidays

Overtime

When could you start employment? _____

WORK SCHEDULE

Can you work a flexible schedule where days and number of hours scheduled is different each week? Yes No

Please indicate below your earliest and latest hours of availability for each day

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
_____ to _____	_____ to _____	_____ to _____	_____ to _____	_____ to _____	_____ to _____	_____ to _____

Party City Retail Group stores are often open for business on holidays and have extended business hours for special events, store promotions, inventory or holidays.

EDUCATION OR EQUIVALENT EXPERIENCE

Name and Location of School	Degree	Subjects/Major
High School:		
College:		
Trade, Business or Correspondence:		

GENERAL

Subjects of Special Study/Research Work or Special Training/Skills

U.S. MILITARY OR NAVAL SERVICE

Branch: _____ Rank: _____ Dates of Service _____

WORK EXPERIENCE

(List below three working experiences including but not limited to former employers, not for profit organizations and/or volunteer work)*

Date Month and Year	Name, Address & Telephone # of Employer	SALARY Salary/Bonus	Position	Reason for Leaving
From _____ To _____				
From _____ To _____				
From _____ To _____				

WORK EXPERIENCE REFERENCES (No Personal References)

Name	Telephone Number	Supervisor's Position/Company	Years Known

Have you been convicted of a crime or offense of any kind?

Conviction(s) will not necessarily disqualify an applicant from employment. Factors such as age and time of the offense, seriousness and nature of the violations, and rehabilitation will be taken into account. Convictions that have been expunged, sealed, discharged, or otherwise cleared from your record do not have to be disclosed.

Applicants in California, Connecticut, must read the following before answering this question:

California: Do not disclose (1) a marijuana conviction that is more than two years old, (2) a misdemeanor conviction for which probation was successfully completed or discharged and the case has been judicially dismissed under Penal Code Section 1203.4, or (3) any record regarding a pre- or post-trial diversion program.

Connecticut: Applicants do not need to disclose the existence of any conviction the records of which have been erased pursuant to Section 46b-146, 57-76o or 54-142a of the Connecticut General Statutes. Criminal records subject to erasure pursuant to these sections are records pertaining to the finding of delinquency or that a child was a member of a family with service needs, an adjudication of a youthful offender, a criminal charge that has been dismissed or nolle, a criminal charge for which the person has been found not guilty or a conviction for which the person has received an absolute pardon.

Yes No If yes, please provide a brief description of the violation, date of conviction and city and state:

Do you have any relatives employed with Party City, Party America, Factory Card Outlet, Paper Factory, Gags & Games, Halloween USA, or Halloween City? Yes No

If Yes, please indicate Name, Location and Position of Relation(s):

Are you permitted by law to work in the United States? Yes No

Note: All new hires will be required to prove eligibility to work in the U.S. upon hire in accordance with federal law.

Are you willing to work in other locations? Yes No If Yes, where?: _____

Can you perform the essential functions of this job for which you have applied with or without reasonable accommodation?

Answer this question after you understand the requirements of the job for which you are applying. Yes No

All potential applications may be subject to our pre-employment screening process, including, where applicable, background check and drug testing.

AUTHORIZATION- APPLICANT STATEMENT (PLEASE READ THE FOLLOWING CAREFULLY)

I hereby affirm that the information on this application (and accompanying documents, if any) is true and complete to the best of my knowledge. I also agree that any misstatement, falsified information, or omission deemed significant by Party City may disqualify me from further consideration for employment and/or may be considered justification for discharge if discovered after an offer of employment has been extended to me.

I understand that nothing in this application or any other Party City documentation, or an acceptance of employment, creates or is an employment contract between Party City and me, and that should I be hired, my employment would be for no fixed duration and could be terminated by me or Party City at any time with or without cause, reason or notice. I understand that no oral or written statement to the contrary shall change this relationship, or should be relied upon by me.

If hired, as a condition of my employment, I agree to conform to the rules and regulations of Party City Retail Group, including but not those limited to those pertaining to confidentiality, conflict of interest, harassment, fraternization, conduct, health, safety and security.

I authorize all persons, schools, companies, corporations and organizations named in this application (an accompanying documents, if any), to release any information concerning my background, and I hereby release them and Party City from any and all claims of liability in law and in equity that may arise out of the release and attainment of such information.

I understand that this application for employment will only be considered for 120 days from the date it is submitted. Should I wish to be considered for employment beyond this time period, I must submit a new application.

Date: _____

Signature: _____